July 1988
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United States Office of Personnel Management

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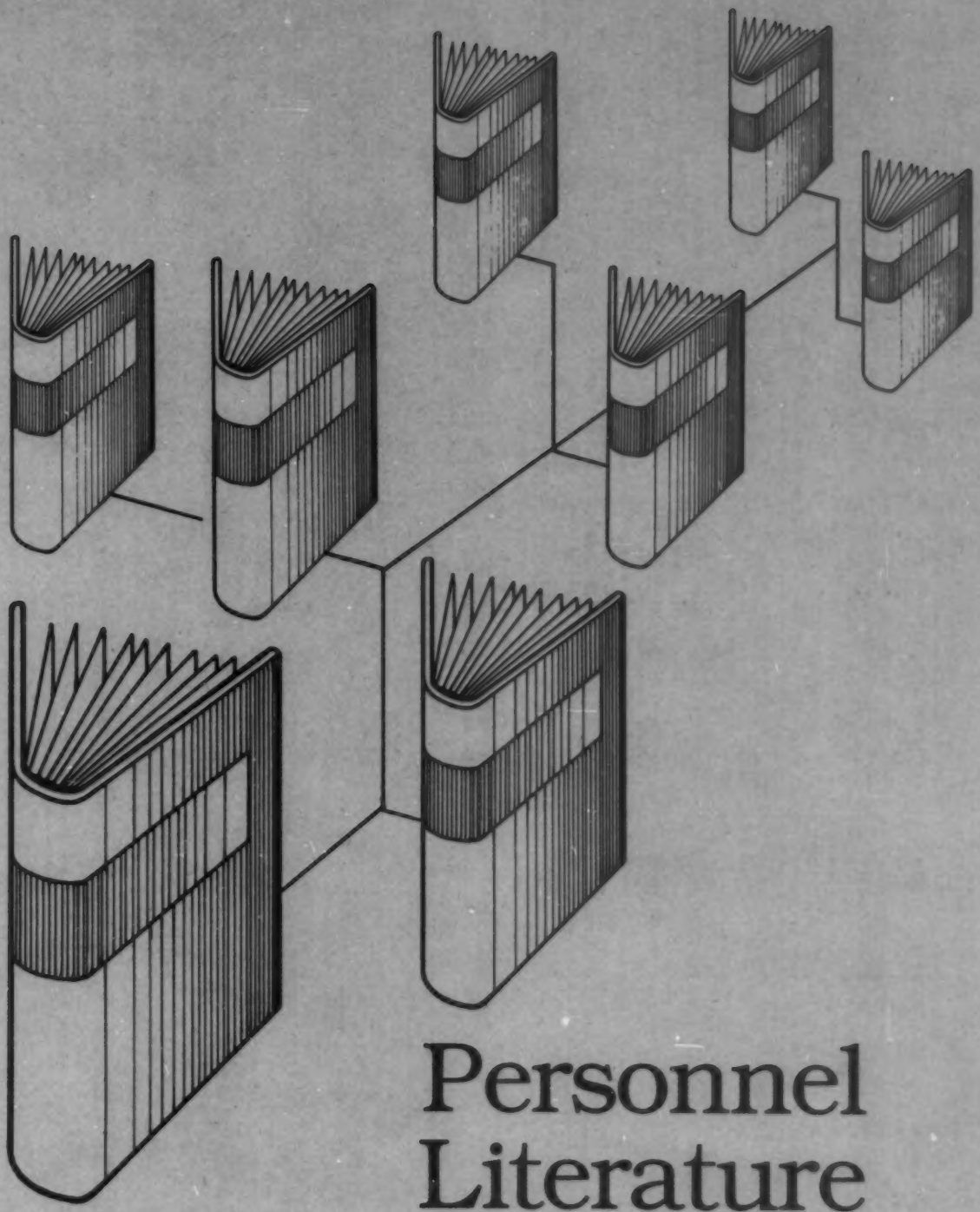

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ABSENTEEISM

7-1

Majchrzak, Ann.

Effects of management policies on unauthorized absence behavior. Journal of applied behavioral science, 23:501-523, no. 4 1987.

Descriptors: *Absenteeism control--Research / *Executives--Responsibilities.

ASSESSMENT CENTERS

7-2

Lowry, Phillip E.

The assessment center: pooling scores or arithmetic decision rule? Public personnel management, 17:63-71, Spring 1988.

Descriptors: *Assessment centers--Research / *Selection--Methods--Research.

CAREER PLANNING

7-3 Ie391 .B22p

Banning, Kent B.

Planning your career change, by Kent B. Banning and Ardelle F. Friday. Lincolnwood, Ill.: VGM Career Horizons, 1987. 155 p.

Descriptors: *Career planning.

7-4

Paul, Celia and Ann W. Sanger.

Charting your career goals. Management solutions, 32:22-26, December 1987.

Descriptors: *Career planning.

CAREER STAFFING

7-5

Blocklyn, Paul L.

Employer recruitment practices. Personnel, 65:63-65, May 1988.

Descriptors: *Recruitment--Methods / *Advertising--Recruitment.

7-6 Ie161 .B89r

Bureau of National Affairs, Inc.

Recruiting and selection procedures. Washington, 1988. 75 p. (Personnel policies and forum survey no. 146)

Descriptors: *Selection--Methods--Case studies / *Recruitment--Methods.

7-7

Kaman, Vicki S. and Cynthia Bentson.

Roleplay simulations for employee selection: design and implementation. Public personnel management, 17:1-8, Spring 1988.

Descriptors: *Selection--Research / *Selection--Simulation methods / *Role playing.

7-8 Ie327 .N98a

Nye, David.

Alternative staffing strategies. Washington: Bureau of National Affairs, 1988. 203 p.

Descriptors: *Temporary employees / *Appointments, Temporary / *Career staffing--Methods.

CAREER STAFFING (Cont'd)

7-9

Paese, Paul W. and Fred S. Switzer, III.

Validity generalization and hypothetical reliability distributions: a test of the Schmidt-Hunter procedure. Journal of applied psychology, 73:267-274, May 1988.

Descriptors: *Selection--Research / *Test validity--Research.

7-10

Scelsi, Paul.

A full-time challenge for temp services. Management world, 17:13-14, May-June 1988.

Descriptors: *Temporary employees--Recruitment / *Temporary employees--Training.

7-11

Temporary help firms plan now for future challenges. Office, 107:40+, May 1988.

Descriptors: *Temporary employees.

7-12

Wickliff, Jay.

Beyond hiring: staffing. Personnel, 65:52-56, May 1988.

Descriptors: *Career staffing.

CHANGE, ORGANIZATIONAL

7-13

Bartunek, Jean M. and Michael K. Moch.

First-order, second-order, and third-order change and organization development interventions: a cognitive approach. Journal of applied behavioral science, 23:483-500, no. 4 1987.

Descriptors: *Change, Organizational--Research / *Organization development--Research.

7-14

Krupar, Karen R. and Joseph J. Krupar.

Consider the people-fit issues during mergers. Personnel journal, 67:95-98, March 1988.

Descriptors: *Change, Organizational--Administration.

7-15 HD70 .M69b

Mitroff, Ian I.

Business NOT as usual: rethinking our individual, corporate, and industrial strategies for global competition, by Ian I. Mitroff in collaboration with Susan A. Mohrman and Geoffrey Little. San Francisco: Jossey-Bass, 1987. 194 p.

Descriptors: *Industrial management / *Change, Organizational.

7-16 HD45.2 .Z8i

Zuboff, Shoshana.

In the age of the smart machine: the future of work and power. New York: Basic Books, 1988. 461 p.

Descriptors: *Technological change / *Automation / *Futures (of society).

CIVIL SERVICE, FEDERAL

7-17

Ban, Carolyn and and Patricia W. Ingraham.
Retaining quality Federal employees: life after PACE. Public administration review, 48:708-718, May-June 1988.
Descriptors: *Professional and Administrative Career Examination / *Tests / *Selection / Federal government.

7-18

Colvard, James E.
Reflections on the personnel business. Bureaucrat, 17:3-5, Spring 1988.
Descriptors: *Civil service / *U.S. Office of Personnel Management--Administration / Federal government.

7-19 Ic26.28 .D58c

Dillman, David Lewis.
Civil service reform: an annotated bibliography. New York: Garland, 1987. 239 p.
Descriptors: *Civil service reform--Bibliography / Federal government.

7-20 Ref. HA37 .Un3D15f

Evinger, William R.
Federal statistical directory: the guide to personnel and data sources. 28th ed. Phoenix, Ariz.: Oryx Press, 1987. 127 p.
Descriptors: *Civil service--Statistics--Information sources / *Executives--Directories / Federal government.

7-21

Havemann, Judith.
Rebuilding a 'flagship' for executives. Bureaucrat, 17:18-19, Spring 1988.
Descriptors: *Federal Executive Institute / *Senior executive service / *Executives--Training / Federal government.

7-22

Nuechterlein, Donald.
FEI at twenty: a personal retrospect. Bureaucrat, 17:20-24, Spring 1988.
Descriptors: *Federal Executive Institute--History / *Executives--Training--History / Federal government.

7-23

Performance was 'driving force' behind CSRA, anniversary conference told.
Government employee relations report, 26:791-793, May 23, 1988.
Remarks of government officials and others at a conference held in Washington, D.C., on May 18th and 19th, 1988, marking the 10th anniversary of the Civil Service Reform Act.
Descriptors: *Civil service reform--Administration--Evaluation / *Civil service--Administration--Evaluation / Federal government.

CIVIL SERVICE, FEDERAL (Cont'd)

7-24
Point...counterpoint. Bureaucrat, 17:15-17, Spring 1988.
Contents: Executive training fundamentals, by Chester A. Newland; Training priesthood abandoning necropolis, by David A. Turner.
David A. Turner is editor, Management magazine, published by the U.S. Office of Personnel Management.
Descriptors: *Executives--Training / *Training--Evaluation / Federal government.

7-25
Turner, David A.
Executive control of Federal training. Bureaucrat, 17:10-14, Spring 1988.
Descriptors: *Executives--Training / *Training--Evaluation / Federal government.

CIVIL SERVICE, FOREIGN

7-26
Crook, Clive.
The public sector catches up. The Economist, 307:59, April 23, 1988.
Descriptors: *Great Britain--Civil service / Compensation.

7-27
Divide and merge. The Economist, 307:60, April 23, 1988.
Descriptors: *Great Britain--Civil service.

COLLEGE GRADUATES

7-28
Thompson, Terri.
Moving out of the classroom. U.S. news & world report, 104:63+, April 25, 1988.
Descriptors: *College graduates--Career opportunities / *Job search.

COMMUNICATION

7-29
Boyd, Stephen D.
Nine steps to a successful Q and A session. Management solutions, 33:16-17, May 1988.
Descriptors: *Public speaking.

7-30
Cavanagh, Michael E.
Make effective speeches. Personnel journal, 67:51-55, March 1988.
Descriptors: *Public speaking / *Oral communication.

7-31
Deitzer, Bernard A. and Alan G. Krigline.
When making that presentation. Management solutions, 32:34-39, December 1987.
Descriptors: *Public speaking.

COMMUNICATION (Cont'd)

7-32
Fielden, John S.
Meaning is shaped by audience and situation. Personnel journal, 67:107-110, May 1988.
Descriptors: *Communication in management.

7-33
Long, Stephen.
The manager's role in communicating for results. Business quarterly (Canada), 52:67-71, Spring 1988.
Descriptors: *Communication in management.

7-34
McArthur, Jerie and D. W. McArthur.
The pitfalls (and pratfalls) of corporate communications. Management solutions, 32:15-21, December 1987.
Descriptors: *Communication in management.

7-35
Thiederman, Sondra.
Breaking through to foreign-born employees. Management world, 17:22-23, May-June 1988.
Descriptors: *Cross cultural communication.

COMPENSATION

7-36
Anderson, Lynn Y., Michael H. Gallagher and Orli Low.
What jobs are worth around the country. U.S. news & world report, 104:68-69, April 25, 1988.
Descriptors: *Pay surveys.

7-37
Baker, Carolyn A.
Flex your benefits. Personnel journal, 67:54-61, May 1988.
Descriptors: *Cafeteria compensation.

7-38
Changing work force, acquisitions, mergers fuel growth of Sec. 125 cafeteria plans. Employee benefit plan review, p. 14-17, April 1988.
Descriptors: *Cafeterial compensation.

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Comparable worth, pay equity, and public policy, edited by Rita Mae Kelly and Jane Bayes. New York: Greenwood Press, 1988. 280 p.
Partial contents: Chap. 3, Clerical work and women's earnings in the Federal civil service; chap. 9, Implementing comparable worth, by Michele Andrisin Wittig and Gillian Turner.
Descriptors: *Pay / *Pay rates--Research / *Office workers--Pay / *Job evaluation--Research / Federal government.

COMPENSATION (Cont'd)

7-40
England, John D.
Developing a total compensation policy statement. Personnel, 65:71-73, May 1988.
Descriptors: *Compensation administration.

7-41
Franklin, Jerry.
For technical professionals: pay for skills and pay for performance. Personnel, 65:20+, May 1988.
Descriptors: *Performance-based pay / *Pay systems.

7-42 KF3509 .A75G68
Government mandating of employee benefits: an EBRI-ERF Policy Forum. Washington: Employee Benefit Research Institute, 1997. 354 p.
Descriptors: *Fringe benefits--Law and legislation.

7-43
Grant, Philip C.
Rewards: the pizzazz is the package, not the prize. Personnel journal, 67:76-81, March 1988.
Descriptors: *Bonus system / *Financial incentives.

7-44
Jennings, Ken and Earle Traynham.
The wages of two-tier pay plans. Personnel journal, 67:56-63, March 1988.
Descriptors: *Pay rates / *Pay rates--Cases.

7-45
Kellam, Susan.
Putting geographic pay on the map: but Air Force, FAA proposals for 'differentials' are controversial. Federal times, 24:3+, May 23, 1988.
Descriptors: *Federal employees--Pay / *Geographic differential / *Cost of living allowances / Federal government.

7-46
Markham, Steven E.
Pay-for-performance dilemma revisited: empirical example of the importance of group effects. Journal of applied psychology, 73:172-190, May 1988.
Descriptors: *Performance-based pay--Research / *Pay research.

7-47
Paine, Thomas H.
Benefits in the 1990s. Personnel journal, 67:82+, March 1988.
Address delivered before the Council on Employee Benefits, October 9, 1987.
Descriptors: *Fringe benefits.

7-48
Scarpello, Vida, Robert J. Vandenberg and Vandra Huber.
Compensation satisfaction: its measurement and dimensionality. Journal of applied psychology, 73:163-171, May 1988.
Descriptors: *Compensation--Research / *Pay research.

COMPENSATION (Cont'd)

7-49

Sec. 125 flexible benefit programs gain both employers' and employees' support. Employee benefit plan review, p. 24+, April 1988.

Descriptors: *Cafeteria compensation / *Fringe benefits.

7-50

Working through regulatory maze in flex benefits. Employee benefit plan review, p. 18-19, April 1988.

Descriptors: *Fringe benefits / *Cafeteria compensation.

COUNSELING

7-51

Mid-career strategies for practitioners. Journal of career planning & employment, 48:30-31+, March 1988.

Contents: How to maintain your energy in mid-career, by Patricia A. Sinnott; Trading places: an option for your professional development, by C. Bruce Johnston and Stanton C. (Peter) Otis; Career transitions: from higher education to business, by Christopher J. Shinkman and Thomas Bachhuber; Career transitions: from education to business...and back! by Andrew J. Thomson.

Descriptors: *Vocational counseling / *Counselors / *Mobility, Occupational.

7-52 Ie535 .St6s

Stoltenberg, Cal D.

Supervising counselors and therapists: a development approach, by Cal D. Stoltenberg and Ursula Delworth. San Francisco: Jossey-Bass, 1987. 223 p.

Descriptors: *Counseling / *Counselors--Training.

DISCIPLINE

7-53

Humphreys, L. Wade and Neil J. Humphreys.

The proper use of discipline. Management solutions, 33:5-10, May 1988.

Descriptors: *Discipline / *Supervisors--Responsibilities.

ELECTRONIC DATA PROCESSING

7-54

Metzger, Robert O. and Mary Ann Von Glinow.

Off-site workers: at home and abroad. California management review, 30:101-111, Spring 1988.

Descriptors: *Electronic data processing personnel / *Work at home / *Part-time workers / *Overseas personnel.

7-55

Rouse, Robert A. and Curt Hartog.

The new MIS professional--part 1. Journal of systems management, 39:6-10, May 1988.

Descriptors: *Information specialists--Responsibilities / *Management information systems.

EMPLOYEE HEALTH AND MEDICAL CARE

7-56

Aun, Leslie.

Health rates to rise again: 'double-digit increases' spark new call for health plan reform. Federal times, 24:1+, May 23, 1988.

Descriptors: *Insurance, Health / Federal government.

7-57

Brief, Arthur P. and others.

Should negative affectivity remain an unmeasured variable in the study of job stress? Journal of applied psychology, 73:193-198, May 1988.

Descriptors: *Stress, Psychological--Research.

EQUAL OPPORTUNITY IN EMPLOYMENT

7-58

Booth, Walter S. and Charles A. Rohe.

Recruiting for women and minorities in the fire service: solutions for today's challenges. Public personnel management, 17:53-61, Spring 1988.

Descriptors: *Fire fighters--Recruitment / *Women--Recruitment / *Minority groups--Recruitment / Municipal government.

7-59

Leap, Terry L. and others.

The NLRB and pre-employment screening. Labor law journal, 39:208-219, April 1988.

Descriptors: *Equal opportunity in employment / *Union members / *Discrimination / *U.S. National Labor Relations Board--Decisions.

7-60

Lewis, Gregory B.

Progress toward racial and sexual equality in the Federal civil service? Public administration review, 48:700-707, May-June 1988.

Descriptors: *Equal opportunity in employment/ *Civil service / *Women--Employment / Federal government.

7-61

Pecorella, Robert F.

Remediation and equity: a case study of gender integration. Public personnel management, 17:73-81, Spring 1988.

Descriptors: *Women--Recruitment--Case studies / *Sanitation workers / New York City.

7-62

Riccucci, Norma M.

A typology for union discrimination: a public sector perspective. Public personnel management, 17:41-51, Spring 1988.

Descriptors: *Minority groups--Discrimination / *Women--Discrimination / *Unions.

EQUAL OPPORTUNITY IN EMPLOYMENT (Cont'd)

7-63
Zeidner, Rita.
Agency, union approve first anti-bias clause for gays. Federal times, 24:3, May 30, 1988.
Descriptors: *Homosexuals--Employment / *Discrimination / Federal government.

ETHICS

7-64
Berenbeim, Ronald E.
An outbreak of ethics. Across the board, 25:14-19, May 1988.
Descriptors: *Business ethics.

7-65
Davis, Michael.
Working with your company's code of ethics. Management solutions, 33:4-10, June 1988.
Descriptors: *Ethics / *Business ethics.

7-66
Dwivedi, O. P.
Teaching ethics in public administration courses. International review of administrative sciences, 54:115-130, March 1988.
Descriptors: *Public administration / *Civil service ethics / *Professional ethics.

7-67
Getting it right: what leaders can do. Across the board, 25:20-26, May 1988.
Excerpts from a roundtable discussion sponsored by Touche Ross in January 1988.
Descriptors: *Business ethics / *Leadership.

7-68
Goddard, Robert W.
Are you an ethical manager? Personnel journal, 67:38+, March 1988.
Descriptors: *Business ethics / *Executives--Characteristics / *Executives--Responsibilities.

7-69
Gray, Robert T.
Making ethics come alive. Nation's business, 76:65-66, June 1988.
Descriptors: *Business ethics.

7-70
Olney, Claude W.
The secret world of the industrial spy. Business and society review, p. 28-32, Winter 1988.
Descriptors: *Business ethics.

ETHICS (Cont'd)

7-71
The rationale for ethical corporate behavior. Business and society review, p. 33-36, Winter 1988.
Descriptors: *Business ethics.

7-72
Waterman, Alan S.
On the uses of psychological theory and research in the process of ethical inquiry. Psychological bulletin, 103:283-298, May 1988.
Descriptors: *Ethics--Research.

EXECUTIVES

7-73
Lansing, Paul and Kathryn Ready.
Hiring women managers in Japan: an alternative for foreign employers. California management review, 30:112-127, Spring 1988.
Descriptors: *Women executives--Employment / *Japan.

7-74
Quickel, Stephen W.
The next generation. Business month, 131:38-43+, May 1988.
Descriptors: *Executive succession.

7-75
Rizzo, Ann-Marie and Carmen Mendez.
Making things happen in organizations: does gender make a difference? Public personnel management, 17:9-20, Spring 1988.
Descriptors: *Women executives--Characteristics / *Women--Attitudes toward.

EXECUTIVES--ABILITIES AND CHARACTERISTICS

7-76
Benfari, Robert C. and Harry E. Wilkinson.
Intelligence and management. Business horizons, 31:22-28, May-June 1988.
Descriptors: *Executives--Abilities / *Intelligence levels / *Prediction of occupational success.

7-77
Bissell, Ben.
The manager's balancing act: contradictions in knowledge, strength and change. Management world, 17:40+, May-June 1988.
Descriptors: *Executive effectiveness / *Executives--Abilities.

7-78
Greenberg, Jerald.
Cultivating an image of justice: looking fair on the job. Academy of Management executive, 2:155-157, May 1988.
Descriptors: *Executive effectiveness / *Subordinates' appraisals.

EXECUTIVES--ABILITIES AND CHARACTERISTICS (Cont'd)

7-79
Griffith, Frank W.
When the show dog catches the car: or, some thoughts for CEOs--those who are and those who aspire to be. Academy of Management executive, 2:159-161, May 1988.
Descriptors: *Executives--Abilities / *Executive effectiveness.

7-80 Id34 .K84L
Kouzes, James M.
The leadership challenge: how to get extraordinary things done in organizations, by James M. Kouzes and Barry Z. Posner. San Francisco: Jossey-Bass, 1988. 362 p.
Descriptors: *Leadership / *Executives--Abilities.

7-81
Levinson, Harry.
You won't recognize me: predictions about changes in top-management characteristics. Academy of Management executive, 2:119-125, May 1988.
Descriptors: *Executives--Abilities / *Executives--Characteristics.

7-82
Luthans, Fred.
Successful vs. effective real managers. Academy of Management executive, 2:127-132, May 1988.
Descriptors: *Executives--Characteristics / *Executives--Abilities / *Executive effectiveness.

7-83
Posner, Barry Z. and Warren H. Schmidt.
Government morale and management: a survey of Federal executives. Public personnel management, 17:21-27, Spring 1988.
Descriptors: *Executives--Attitudes / *Job satisfaction / *Morale / Federal government.

7-84
Rowe, Alan J. and Richard O. Mason.
A case of alignment: tying decision styles to job demands. Management solutions, 33:15-22, April 1988.
Descriptors: *Executives--Abilities / *Decision-making.

EXECUTIVES--COMPENSATION

7-85
Crystal, Graef S.
The wacky, wacky world of CEO pay. Fortune, 117:68-70+, June 6, 1988.
Descriptors: *Executive compensation / *Executives--Pay / *Pay surveys.

7-86
Johnson, Robert R. and Gerald R. Jensen.
Are executives paid too much? Business and society review, p. 25-27, Winter 1988.
Descriptors: *Executives--Pay / *Executive compensation.

EXECUTIVES--RESPONSIBILITIES

7-87

Lawrie, John.

Handling anger by reducing its cause. Management solutions, 33:11-14, May 1988.

Descriptors: *Executives--Responsibilities / *Frustration.

7-88

Lazary, Betsy.

Communication: the key to the manager/secretary relationship. Management solutions, 33:23-27, April 1988.

Descriptors: *Executives--Responsibilities / *Secretaries / *Communication.

EXECUTIVES--SELECTION AND TESTS

7-89

Ammons, David N. and James J. Glass.

Headhunters in local government: use of executive search firms in managerial selection. Public administration review, 48:687-693, May-June 1988.

Descriptors: *Executives--Selection / *Executive recruiters.

EXECUTIVES--TRAINING

7-90

Agor, Weston H.

Nurturing executive intrapreneurship with a brain-skill management program. Business horizons, 31:12-15, May-June 1988.

Descriptors: *Management development / *Innovation / *Creative thinking.

7-91

Wakabayashi, Mitsuru.

Japanese management progress: mobility into middle management. Journal of applied psychology, 73:217-227, May 1988.

Descriptors: *Management development--Research / *Middle management / *Japan.

HANDICAPPED

7-92

U.S. President, 1981- (Ronald Reagan).

Executive Order 12640--the President's Committee on Employment of People with Disabilities, May 10, 1988. Weekly compilation of Presidential documents, 24:596-599, May 16, 1988.

Descriptors: *Handicapped--Employment--Executive orders / Federal government.

HOURS OF WORK

7-93

Benham, Barbara Tzivanis.

Telecommuting: there's no place like home. Best's review (life/health insurance edition), 89:32-34+, May 1988.

Descriptors: *Work-at-home--Case studies / *Electronic data processing personnel--Case studies.

HOURS OF WORK (Cont'd)

7-94
Jamal, Muhammad.
Is moonlighting mired in MYTH? Personnel journal, 67:48-53, May 1988.
Descriptors: *Moonlighting.

7-95
Part-time employment: flexibility at a cost. Work in America, 13:6, May 1988.
Descriptors: *Part-time work--Evaluation.

7-96
Work schedules combine flexiblity with equity. Work in America, 13:2-3, May 1988.
Descriptors: *Hours of work / *Job sharing / *Work sharing.

INSURANCE, HEALTH

7-97
McMahon, Patrick Q.
Health-care cost containment: a labor-management issue. Personnel, 65:66-70, May 1988.
Descriptors: *Medical care--Costs.

7-98 Ie156 .R52c
Rivlin, Alice M.
Caring for the disabled elderly: who will pay? by Alice M. Rivlin and Joshua M. Wiener. Washington: Brookings Institution, 1988. 318 p.
Descriptors: *Insurance, Health--Costs / *Aged.

INVASION OF PRIVACY

7-99
Kircher, John C. and David C. Raskin.
Human versus computerized evaluations of polygraph data in a laboratory setting. Journal of applied psychology, 73:291-302, May 1988.
Descriptors: *Polygraphy--Research / *Lie detectors and detection--Research / *Polygraphy--Automation.

JOB ANALYSIS

7-100
Cranny, C. J. and Michael E. Doherty.
Importance ratings in job analysis: note on the misinterpretation of factor analyses. Journal of applied psychology, 73:320-322, May 1988.
Descriptors: *Job analysis--Research / *Factor analysis--Research.

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International Labour Office.
Job evaluation. Geneva, 1986. 203 p.
Descriptors: *Job evaluation.

JOB ANALYSIS (Cont'd)

7-102 Ie32 .J57jh

The job analysis handbook for business, industry and government, edited by Sidney Gael. New York: Wiley, 1988. 2 v.

Descriptors: *Job analysis--Handbooks, manuals, etc.

JOB DESIGN

7-103

Foxman, Loretta D. and Walter L. Polsky.

Job design vs. job evaluation. Personnel journal, 67:35-36, March 1988.

Descriptors: *Job design--Case studies / *Job evaluation.

7-104

Gerhart, Barry.

Sources of variance in incumbent perceptions of job complexity. Journal of applied psychology, 73:154-162, May 1988.

Descriptors: *Job design--Research.

JOB EVALUATION

7-105

Hahn, David C. and Robert L. Dipboye.

Effects of training and information on the accuracy and reliability of job evaluations. Journal of applied psychology, 73:146-153, May 1988.

Descriptors: *Job evaluation--Research / *Training--Research.

JOB SATISFACTION

7-106

Brooke, Paul P., Jr., Daniel W. Russell and James L. Price.

Discriminant validation of measures of job satisfaction, job involvement, and organizational commitment. Journal of applied psychology, 73:139-145, May 1988.

Descriptors: *Job satisfaction research / *Organizational commitment--Research / Attitude surveys.

7-107

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Descriptors: *Quality control.

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Descriptors: *Management methods.

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Grant, Philip C.
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Cluff, Gary A.
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Fisicaro, Sebastiano A.
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Hunter, William L.
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Descriptors: *Performance appraisal.

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Descriptors: *Executives--Evaluation / *Subordinates' appraisals / *Executive effectiveness.

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Descriptors: *Performance evaluation--Research / *Halo effect--Research.

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Riley, Mary.
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Descriptors: *Performance evaluation / *Communication / *Listening.

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Descriptors: *Performance evaluation--Research / *Job satisfaction research *Halo effect--Research.

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Weiss, Donald H.
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Descriptors: *Performance evaluation--Cases.

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Essex, Nathan L.

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PERSONNEL DEPARTMENTS

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Descriptors: *Drug abusers--Personnel policies / *Medical and physical examinations / Federal government.

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Reid, Allan T.

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Descriptors: *Absenteeism records--Automation.

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Descriptors: *Praise--Research / *Reinforcement (Psychology)--Research.

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POLITICAL ACTIVITY

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Webster, John B. and Jeffrey W. Kasle.

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Descriptors: *Hatch Act--Evaluation / *Political activity--Law and legislation / *Federal employees--Civil rights / Federal government.

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Descriptors: *Productivity improvement.

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Brown, David S.
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Descriptors: *Productivity improvement / *Professional employees.

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Deming, W. Edwards.
The need for change. Journal for quality and participation, 11:48-49, March 1988.
Descriptors: *Quality control / *Management methods.

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Duffey, Joseph.
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Descriptors: *Productivity improvement / *Futures (of society).

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Harrington, H. James and Wayne S. Rieker.
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Descriptors: *Quality control / *Quality circles.

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Ishikawa, Kaoru.
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Descriptors: *Quality control--Comparative studies.

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Joyce, Marilyn.
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Descriptors: *Human engineering.

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Joyce, Marilyn.
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Descriptors: *Human engineering / *Working conditions.

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Descriptors: *Productivity measurement--Methods / *Productivity--Research / *Goal setting--Research / *Incentives--Research.

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Descriptors: *Performance--Research.

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Scott, Robert C.
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Descriptors: *Incentives / *Productivity improvement.

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Descriptors: *Incentives / *Productivity improvement.

PROMOTION

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Descriptors: *Promotion--Cases / *Women--Attitudes toward / *Women--Employment.

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Descriptors: *Promotion / *Success in employment.

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Descriptors: *Promotion--Case studies / *Training--Case studies.

PUBLIC ADMINISTRATION

7-222

Arnold, Peri E.

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Descriptors: *Public administration--Comparative studies / *Great Britain.

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Descriptors: *Public administration / *Organizational effectiveness.

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Descriptors: *Haiti / *Underdeveloped areas / Public administration.

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Descriptors: *Bureaucracy.

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Looking for a better way. Bureaucrat, 17:25-27, Spring 1988.

Descriptors: *U.S. Veterans Administration--Administration--Evaluation / Federal government.

PUBLIC ADMINISTRATION (Cont'd)

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Landey, Alana.
Re-steering the elephant. Bureaucrat, 17:37-41, Spring 1988.
Descriptors: *Political executives--Responsibilities / *Executives--Responsibilities / *Bureaucracy--Evaluation / Federal government.

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Lorentzen, Paul.
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Descriptors: *Political executives--Responsibilities / *Federal employees--Responsibilities / Federal government.

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Mangelsdorf, Karen Ruffing.
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Descriptors: *Decentralization--Comparative studies / *Ecuador.

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Muhammad, Faqir.
Public administration: prevailing perceptions and priorities. International review of administrative sciences, 54:3-36, March 1988.
Descriptors: *Public administration--Theory.

7-231
Robertson, F. Dale.
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Descriptors: *U.S. Forest Service--Administration--Evaluation / *Financial management/ Federal government.

RELOCATION

7-232
Bramlage, John C.
A new strategy for successful relocation. Personnel, 65:40-43, May 1988.
Descriptors: *Relocation--Case studies.

7-233
Driskell, Paul.
Cut moving costs without sacrificing service. Personnel journal, 67:111-112+, May 1988.
Descriptors: *Relocation--Costs / *Moving expenses.

7-234
Isabella, Lynn A. and Suzyn Ornstein.
Getting and giving the hidden message on relocation. Personnel, 65:30-31+, May 1988.
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